

FinCity of Fairfax Commission on the Arts

September 20, 2016, Sherwood Center

DRAFT – with Laura’s Edits

Members Present: Jeff Seffens, Armistice Turtora, Harry Wilbur, Jo Ormesher (City Liaison), Sharon Chang, Patricia Gallagher, Mary Lechter, Carol Caputo, Claudia Lewis, Jason Scadron, Laura Hills (Chair), Alice Bredin-Karny, Jessica Kallista, Ruth Bandler, Molly Grimsley

Beginning at 6:30, and prior to our regularly-scheduled COA, Jo introduced her new assistant, **Christi Esterly Swarten**. Christi will attend COA meetings **occasionally**. COA members and other volunteers then received training from Katie **MacCammon** for the Rock the Block fundraiser on September 23. Cornell Hills, Jenny Cutler Lopez, and Mark Raiffa were introduced to the group as additional volunteers for the event. Katie outlined the duties and procedures for selling and serving beer and wine. She explained that Special Events supplies everything except COA signage and a container to collect tips. Rock the Block begins at 6.30 PM, but COA members will need to meet Jo in the beer garden at 5.30PM. COA members will need to clean up the beer serving area after the event, which ends around 9.30PM. Last call for beer will be 9.15PM.

Katie, Cornell, Jenny, Mark, and Christi left after the Rock the Block training. The regularly-scheduled COA meeting began at 6.53PM.

Opportunity for Public Comment

There were no public comments.

Chair’s Remarks

Laura welcomed our newest member, Ruth Bandler. Ruth is the City Band representative.

Laura provided a brief overview of the many activities COA will be taking on this fall, including the Rock the Block fundraiser, the Fall Festival, and ArtScreen. One of her areas of focus will be for COA members to build stronger and deeper relationships with one another.

Laura recognized Jeff for all his effort and hard work as our former chair. She complimented his leadership and many accomplishments. Jeff was presented with a pipe as a thank you.

Review of Minutes

The minutes were reviewed. Jo announced that the agenda for future meetings and minutes from past meetings will be posted on the City website within the COA section. Jeff completed suggested changes to the minutes and forwarded them to Jo via email.

Armistice made a motion to accept the minutes as amended and Jeff seconded it. All were in favor.

Treasurer’s Report

Jeff, the COA treasurer, presented the Foundation for the Arts balance sheet and profit and loss final report, as well as the 2016-17 budget draft. Harry complimented Jeff on improving the budget sheets presentation and making them easy to interpret.

Sharon made a motion to accept the 2016-17 budget draft as presented; Harry seconded. All were in favor.

The 2016-17 budget draft will go to the Foundation for the Arts for approval.

Action: Jeff will update the Balance Sheet to reflect the grants payout status.

Announcements

Rock the Block Fundraiser

Meet Jo in the parking lot at 5.30PM. Jo will have tip buckets.

The new COA tabards were given to the COA by the Friends of Fairfax. The printing of the COA logo on the tabards was done gratis by Sundog Productions. Two tablecloths and a pull-up banner were also created with a newer COA logo. A huge thank you to both for their support.

Action: per Carol's suggestion, Jo will send a thank you note both to Friends of Fairfax and Sundog.

Fall Festival, October 8

COA will have a table with the new tablecloth and signage. Jo suggested the event be called "Arts Alive." Jo will have a tent in place in case of rain. A sign-up list was circulated for members to work at the event. The COA discussed the idea of sponsoring a chalk art event. Alice volunteered to draw outlines of leaves for children and adults to color in.

Action: Jo will purchase and bring supplies such as: chalk, wipes, trashcan, candy, a holder to contain flyers.

Fall for the Book

Still waiting to hear from Anne Midgette to coordinate her schedule with the remaining open slots at Fall for the Book. Stay tuned for an email announcement if this works out.

Sign-up Sheets

Three sign-up sheets have been circulated:

Old Town Hall Performance Series---Pat asked each member to sign up for two ushering slots.

Two members will be needed per event. A COA member may need to introduce the performers.

Jo brings the programs and check(s).

Action: Pat will compile an Ushering Fact Sheet for members to refer to.

Fall Festival—Laura reminded all since we have both the table and the chalk art we'll need many members to assist all day.

Art Screen—Three-hour slots for Saturday at Cinema Arts; Alice will coordinate the children's film festival on Sunday at Sherwood.

Old Business

ArtScreen

Promotional items are being created and placed in various media. A larger banner and postcards have been created; the large banner will be placed at Cinema Arts. ArtScreen did not receive funding from the Virginia Commission on the Arts grant. Volunteers will be needed in three-hour shifts. As participants enter the event, they will be asked for contact information so COA can begin to compile a database for future events. There will also be a door prize; a package of 10 movie tickets to Cinema Arts at each screening. A big thank you to Cinema Arts for all their assistance with this project.

Action: Mary offered to contact the Fairfax County Arts Educator about the event.

Action: Harry will provide an updated budget.

Action: Jessica will assist Jo with social media; one idea is to create an event Facebook page.

Action: Alice may access Pony to announce the event.

New Business

Grants

All grants have been reconciled. Laura proposed that during the October meeting we have a “grants prep” workshop where we can discuss ways to review grants that is fair and comprehensible to all. COA will review the grants in November.

Action: Jo gave COA members a copy of the grant application for review.

Flea Market Fundraiser

The Senior Center will host a flea market at the Sherwood Center on October 22 from 9AM-1PM. Jo suggested COA purchase a table and sell the books gathered from last spring’s book clean up at Old Town Hall Library. Jason suggested books be bagged or boxed and people purchase a “mystery package” of books. Jo confirmed the books are the COA’s to sell, especially as any profit is going back into supporting the arts. Carol reminded all that some of the books are in terrible condition; Sharon offered to sort through them. Sharon also offered to man the table at the flea market and to chair and organize the event.

Armistice made a motion to spend \$25 to rent a table at the Flea Market event to sell books; Claudia seconded the motion. All were in favor.

Public Art

Alice gathered information about an artist who creates representative sculpture in the event COA would like eventually to commission a portrait of Lord Fairfax. Alice provided the Public Arts Committee members with the information.

Partner Updates

PRAB--Harry

The Parks & Recreation Department is waiting for their accreditation status, they will learn in October.

Art League--Carol

The next reception will be a harvest theme; all are encouraged to wear costumes. The Village Gallery will host a 90’s Pop Culture exhibition October 14-30. Children from Main Street Development will create robots at their OTH event. Both galleries will be open during Fall Festival.

City Band--Ruth

The first City Band concert will be on October 22 and will have a Halloween theme; the December concert will have a holiday them and is underwritten by the Gingrich Foundation. Main Street Community Band will perform at the Fall Festival and will have a holiday concert. COA members can let Ruth know if they’d like tickets to any event.

City Announcements--Jo

Laura recognized Mary’s selection as one of the Americans for the Arts/Arts Educators honorees. Mary said that AYP’s 20th anniversary is coming up.

Membership Time

Harry made a motion to adjourn the meeting; Pat seconded. All were in favor.

Meeting adjourned at 9.26 pm.